

TOWN OF WILLIAMSPORT
MAYOR AND COUNCIL MEETING MINUTES
January 14, 2013

A regular meeting of the Williamsport Mayor and Council was held on January 14, 2013, at the Williamsport Town Hall in Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor James G. McCleaf II
Asst Mayor Tony Drury
Councilwoman Joan Knode
Councilwoman Maya Haines
Councilman Bill Green
Councilwoman Maya Haines

Town Attorney Ed Kucynzski

Also present was Town Clerk Donnie Stotelmyer

Mayor James G. McCleaf II called the meeting to order. Mayor McCleaf asked all in attendance to stand for a moment of silence followed by the pledge of allegiance.

A motion was made by Asst Mayor Tony Drury to accept the minutes of the regular meeting minutes held on December 10, 2012 and the workshop minutes held on January 7, 2013, seconded by Councilwoman Joan Knode with all voting in favor motion carried.

Financial Report

Town Clerk Donnie Stotelmyer gave the financial report. The financial report was not up to date due to Town bookkeeper was on vacation. Mayor McCleaf asked the Council not to approve the report until it could be updated. Town Clerk Donnie Stotelmyer will give updated and current financial report at the next scheduled meeting for Council approval.

Guests

Mayor James McCleaf introduced town resident and Cruisin Coordinator Mr. Jimmy Black. Mr. Black was present to explain to the Mayor and Council about no Cruisin listed on calendar of events for Town of Williamsport. They have donated over \$3,200 the last two years to Breast Cancer Awareness. One of the Town's Cruisin fliers reached California Girls, a breast cancer awareness group. Questions with business started selling ads in Fliers for Cruisin's, suggested half of Cruisin in the park April, May & October Conococheague Street, June, July, August, September in the park - 1st Friday of the month rain date 2nd Friday. Councilwoman Joan Knode made a motion to allow Cruisin in the Town of Williamsport seconded by Councilman Bill Green with all voting in favor motion carried.

Correspondence

Mayor James McCleaf read a letter from the Williamsport Food Bank thanking the Mayor and Council for allowing them to have the horse drawn "through the park" wagon rides to see the Christmas lights and the nights that collections in the park. They raised \$1,396.47 and approximately 300-400 lbs of food from the wagon ride event.

Mayor James McCleaf read a thank you card from Roy Myers thanking the Mayor and Council for the cards and flowers.

Mayor James McCleaf informed the Council that the Washington County Chapter of the Maryland Municipal League will be held on Monday, January 28, 2013 and will be hosted by the Town of Sharpsburg. The meeting will be held at Shepherd's Spring Ministry Center located at 16869 Taylor's Landing Road. The menu for the evening will consist of Spaghetti and meat sauce, garlic bread, steamed broccoli, salad bar and brownies for dessert. The cost for this meal will be \$16.00 per person.

Reports:

Board of Elections Supervisor

Mayor James McCleaf reported the upcoming town elections will be held Monday, March 4, 2013. This election will be for two (2) council seats, Mayor and Assistant Mayor. The voting booths will be here at Town Hall from 7:00 am through 7:00 pm on that day. Preregistration will be available two weeks before and the town will need to place an ad in the Herald Mail prior to Tuesday, February 19, 2013.

If you have registered to vote in the general election for the county and state, you do not need to register for this election. The deadline to register to vote for this election will be Tuesday, February 19, 2013. Anyone wishing to run for the vacant council seats, Mayor or Assistant Mayor will need to register with the Town Clerk on or before February 19, 2013 by 4:00 pm. If you have any questions about the above information please contact a member of the elections board - C. Lee Butts, Patricia I. Shadrach or Deborah Green.

Board of Zoning and Appeals

Town Attorney Ed Kucynzski reported on a request by Edith Wathen and Michael Wathen 19 West Sunset Avenue for a variance to construct a 50' X 80' detached garage with second story level and garage height of 28" on SR zoned property. Denied by the Zoning Administrator for the reason that Article 4-409 of Williamsport Zoning Ordinance states a maximum height of 20'. Hearing date is February 7, 2013 at 5:30 pm.

History and Museum Board

Jerry Knode of the History and Museum Board reported Mr. Daniel Pearl from Falling Waters had inquired about a water wheel that was donated to the Springfield Farm Barn and was requesting it could be returned. Mr. Knode is looking for documentation to support.

Planning Commission

Permits Reviewed and Disposition Made:

2012-46 154 N. Artizan Street Pergola Approved \$ 50.00

Permits Under Reviewed:

2012-28 21 N. Conococheague St. Commercial Retail Must be reviewed by A/B

Item will be removed from agenda due to no response to Appeal (eff. 12/1/2012)

2012-36 15801 Lockwood Road Commercial Zoning (Text Amend Required) Referred to M & C

2012-41 19 W. Sunset Av/ Pole Barn 50' x 80' Will Require Appeal

Old Business:

Jan., 2011 Buffer Ordinance No hard copy on file requires Attorney Issuance

June, 2011 Demolition Ordinance on the advice of attorney, we have investigated Town Minutes and can find no evidence of formal approval. Advised County may have Ordinance covering this subject matter. Awaiting copy of County Ordinances for referencing.

June, 2012 Abandonment Structure Ordinance 1st Draft available for review Oct. / Nov.

A Draft Copy is completed and will require input from Mayor and Council when submitted.

However, at this time attorney is advising research as to whether County may already have subject covered. Will discuss at meeting w/County in December.

Legal Council

No report

Sheriff's Report

Mayor James McCleaf gave the December 2012 Sheriff's report.

Council report

Councilwoman Joan Knode reported the broken light in the Community Building has been repaired. She also reported the town will be purchasing new plastic chairs for the Community Building. The pavilions in the park are in good shape. A civil war campout is being planned for March 2013, River Rat Day is planned for Saturday, February 2, 2023 at Doubleday Hill starting at 10:00 am, April 16, 2013 the Hitching Post even is planned for the Springfield Farm Barn, the Clear Spring High School prom will be held in the Springfield Farm Barn again this year.

Asst Mayor Tony Drury thanked the Williamsport employees for a great Christmas season and a wonderful event in the park as well as Charlie Brown Christmas.

Councilman Bill Green reported that he and town parking attendant Mike Hessong are looking at relocating some parking meters. He also reported during the last snow fall that West Church Street was closed for sledding. Last Thursday he and Town Clerk Donnie Stotelmyer went to Annapolis to discuss the town Boat Ramp Project. It was a good meeting and progress was made.

Councilwoman Maya Haines requested that Town Clerk Donnie Stotelmyer keep her posted on the updates to River Bottom Boat Ramp project. She also reported that she will be receiving monthly reports on park equipment inspections and will report these to the Mayor and Council. There are still problems with Riverview Cemetery with people going in late at night.

Mayor's Report

Mayor James McCleaf reported that the Town of Williamsport announced that a Park N Ride Facility I-81/MD 68 is being constructed by State Highway Administration. Total cost of the project is estimated at \$2.4 million dollars. This project will be advertised for construction May 2013. Construction will start on or before August 1, 2013.

Unfinished Business

Mayor James McCleaf informed the Council that the Town of Williamsport has been awarded a \$10,000 grant award from the MD State Highway Administration Maryland Bikeways Program. This grant is in conjunction with Washington County Engineer Joe Krobeth, Director of Public Works. This grant award will be used for signing and making improvements to create 1.3 mile bicycle lane connecting the town of business and town center to the C & O Canal National Park, Towpath. This project route will follow Potomac Street from the towpath to Byron Park then return south along Church Street, then Commerce Street connecting to River Bottom Park. A motion was made by Asst Mayor Tony Drury to accept this \$10,000 grant seconded by Councilman Bill Green with all voting in favor motion carried.

Mayor James McCleaf reviewed with the Council that the Town has unneeded material. These items include:

- Diesel engine generator
- Air compressor 3 hp 3 phase model B705 serial #5-2-D07
- Air compressor mounted in tank model B-705 serial #5-1-D07
- Air compressor Quincy model 4125 motor lineguard phase 3 25 hp
- Air compressor Peerless motor 220 volts & compressor
- 9 parking meters
- 8 white lights
- 4 corrugated tin 4' long
- 1 Ford tractor with bushhog
- 2 plastic replica cannons on Doubleday Hill
- 2 brick housing for cannons

Asst Mayor Tony Drury made a motion to permit the sale of the miscellaneous items that were reviewed for sale seconded by Councilman Bill Green with all voting in favor motion carried.

New Business

Mayor James McCleaf informed the Council that C. Lee Butts is stepping down from being chairperson for the Town of Williamsport Board of Election Supervisors. Mayor McCleaf also explained that he would like to appoint Mrs. Patricia Shadrach chairperson and Mr. George Stumbaugh as a board member. Councilman Bill Green made a motion to appoint Patricia Shadrach as chairperson and George Stumbaugh as board member seconded by Asst Mayor Tony Drury with all voting in favor motion carried.

Town clerk Donnie Stotelmyer informed the Mayor and Council that Tree House Bicycle Group is seeking permission to utilize River Bottom Park on April 21, 2013 from 11:00 am to 3:00 pm as an exchange location. The ride is limited to 100 teams (4 members each) and no more than 100 cyclists will be present on the trail at any given time. Cyclists will arrive from the fifteen mile creek exchange point, change riders at River Bottom Park and ride towards the next exchange (Harpers Ferry) Mayor McCleaf asked Town Clerk Donnie Stotelmyer to gather additional information and present at an upcoming scheduled Council meeting.

Mayor James McCleaf informed the Council that the Town's CD at M & T Bank will mature on 02/07/13 and will need approval to renew the CD. Councilwoman Joan Knode made a motion to renew the Town of Williamsport CD at M & T Bank seconded by Councilwoman Maya Haines with all voting in favor motion carried.

Councilwoman Maya Haines reported that a situation occurred with a dog recently that would not allow a neighbor to leave the premises so she contacted the authorities. The next morning when she went to leave residence she saw the same dog and she went back in her house until the dog left. She stated that she contacted the Washington County Humane Society and they informed her to start gathering information about the dog to build a case. The dog has been identified as a boarder collie. The Humane Society informed her that if the owner is in violation of the dog being a nuisance that they would handle.

Councilwoman Maya Haines again raised concerns over street name for South Vermont and request the Council to check with the postal, sheriff's department as her mailing address is South Vermont but the street is signed Main and Canal Street. Mayor McCleaf advised according to the documentation for the town zoning maps it shows these street names are Main and Canal Street but her mailing is South Vermont. Mayor McCleaf asked Councilman Bill Green to follow up with the Williamsport Post Office and try to come up with some type of resolution.

Citizen Participation

Town resident Ken Lafferty questioned the Mayor and Council again concerning the red curbs stating there are issues with the parking since there is no signage. Mayor McCleaf apologized and has not had an opportunity to speak with Sheriff Mullendore and would be following up on his concerns for next meeting.

Mr. Rob Green & Tyler Newcomber were present representing Conococheague Little League. They asked the Mayor and Council for permission for a sponsorship program to hang business

banners on the perimeter fence of the Little Leagues. The Executive Board of Conococheague Little League would like to raise from this program to purchase a new PA system as well as a new scoreboard. Asst Mayor Tony Drury made a motion to permit Conococheague Little League to affix banners on the fence line at all associated fields with Conococheague Little League seconded by Councilwoman Joan Knode with all voting in favor motion carried. Mr. Green also informed the Mayor and Council that Conococheague Little League will be hosting a money bonanza at Fairplay Fire Hall on February 2, 2013, doors open at 6:00 pm and cost is \$40 per couple.

Ms. Joyce Kramer chairperson C & O Canal Committee questioned the Mayor and Council if any decision has been made on closing East and West Potomac Street and would the street remain open and questioned why West Potomac Street would not be used. She asked the Mayor and Council to reconsider the closing of West Potomac Street. Councilwoman Maya Haines asked Ms. Kramer if more vendors could be moved into Byron Memorial Park. Ms. Kramer stated that this event a Town event and that the committee is trying to keep the vendors in the downtown area. Ms. Kramer also stated using West Potomac Street ties everything in the event to the C & O Canal historic park. Town Attorney Ed Kucynzski stated that some of the first C & O Canal events were held on West Salisbury Street. Asst Mayor Tony Drury suggested could the south side of East and West Potomac Street be utilized for the vendors while the west bound lane of Potomac would remain open for traffic traveling to West Virginia. North Conococheague in the immediate downtown area would be closed to traffic for the event. Mayor McCleaf asked Town Clerk Donnie Stotelmyer to follow up with State Highway Administration District 6 Engineer Tony Crawford to discuss proposed closing of streets and report back to the Mayor and Council

A motion was made by Asst. Mayor Tony Drury made a motion to adjourn, seconded by Councilwoman Joan Knode with all voting in favor motion carried.

Respectfully submitted,

Donnie Stotelmyer
Town Clerk
Town of Williamsport